



Please ensure that all cell phones, pagers and radios are turned off or put on vibrate mode.



***If radios must be on please turn down volume.

If you need to answer a call please quietly step out into the foyer.





Town Hall Meetings

July 20th-21st-22th, 2004





AGENDA

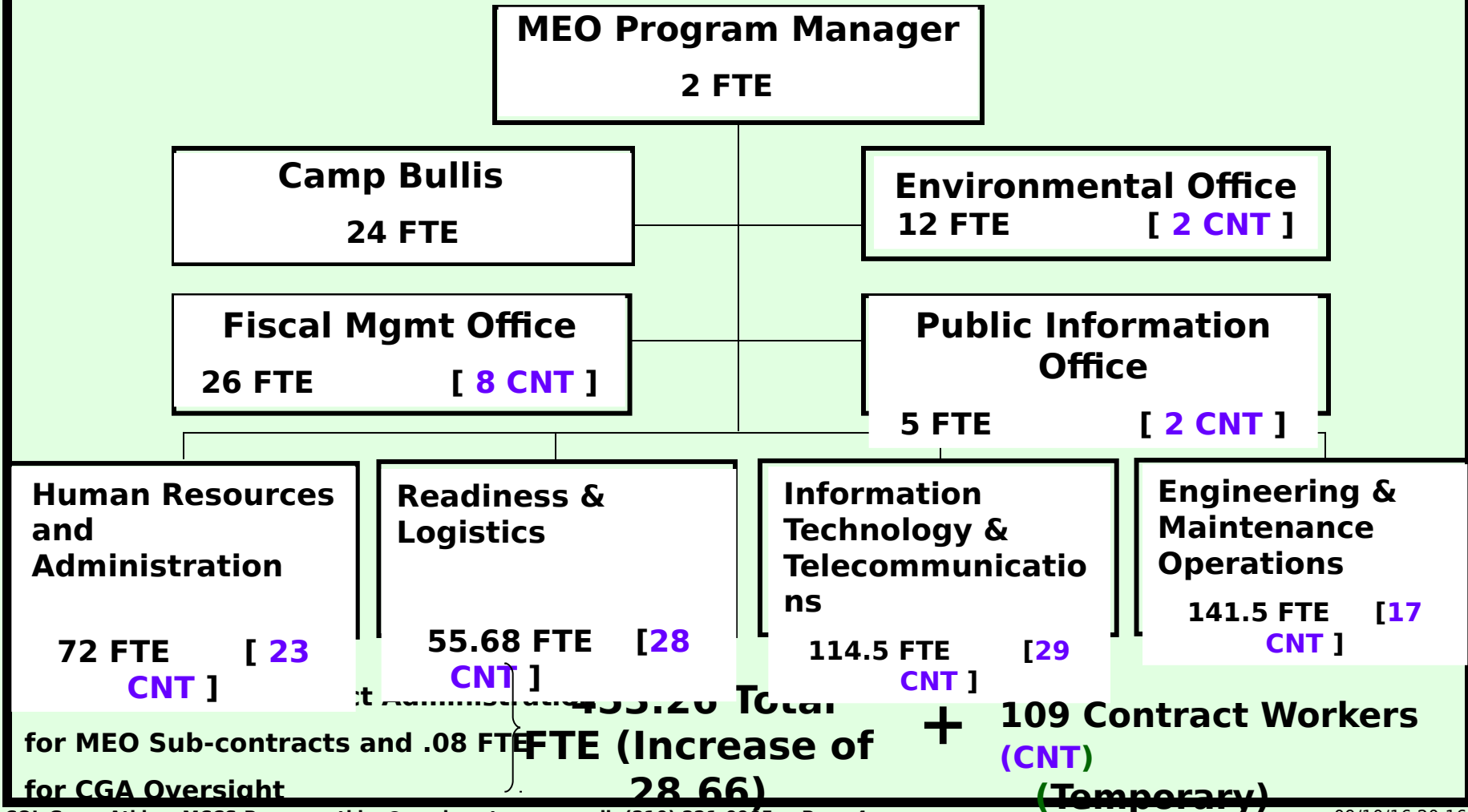


**Approved Changes to MEOs
Personnel Actions Update
Employee Informational
Briefings
Transition Milestone
Timeline
Submitted Q&A
Employee Information
Audience Questions**



APPROVED CHANGES to MEOs

BOS MEO Revised Structure





APPROVED CHANGES to MEOs



Visual Information MEO Revised Structure

Supervisory VI Specialist

GS-1084-11 (50 % Supv)

**GS-1084-09 (5)
GS-1060-07 (2)
WG-3901-08 (1), WG-3901-07
(1)
GS-1084-09 (2)**

12 FTE Total



PERSONNEL ACTIONS



RIF Numbers - Iteration 11

435 Permanent positions to be abolished

**65 (67) Employees in Non-Garrison Orgs
“Bumped”**

495 (502) Letters to Permanent employees

318 (319) Reassignment Letters

169 (166) Changes-to-Lower Grade

8 (17) Separations

Numbers getting better!!!



PERSONNEL ACTIONS



BUYOUT STATUS

Authority officially extended thru 30 Sep.

Buyout offered and accepted by 7 employees in July,

leaving 5 of the 103 “IMA” buyouts to offer.

Will be used strategically to avoid RIF separations.



PERSONNEL ACTIONS



TIMELINE JULY 2004

14 July - Authority to issue RIF letter received

15 July - RIF Notices Delivered

16-22 July - Brown Bag Discussion Groups

22 July - Priority Placement Program (Stopper List)

**Briefing--from 0800-1030 at
Roadrunner for**

**those being changed to lower-grade
or**

separated.



PERSONNEL ACTIONS TIMELINE AUGUST 2004



02 August - Start Personal Counseling to Review RIF Documents (i.e., Retention Registers)

04 August - Initiate Next Wave of Recruitment for “Unused MEO/CGA Vacancies”

16 August - Projected Date for First Round of Improved RIF Offers

16 August - 30 September - Cross Training and Orientation for New Jobs

16 August - Begin Identify and Arrange Job



PERSONNEL ACTIONS

TIMELINE

SEPTEMBER 2004



06 September - Additional Round of Improved

RIF Offers

13 September - Last Buyouts Offered

XX September- Additional Rounds of Offers

(as needed)

30 September - Effective Date of RIF



PERSONNEL ACTIONS TIMELINE



**OCTOBER 2004 &
FUTURE**

1 Oct 04 - Start of 2-year Grade Retention Period & Stopper List Grade Restoration Program

17 & 31 Oct 04 - Process Job Swaps "on paper" (at CPOC)

1 October 2006 - End Grade Retention Period (for those still not "re-promoted")

1 October 2006 - Start Pay Retention



Employee Informational Briefings



Make-Up Sessions Planned for August:

One at Fort Sam in Bldg 2272

One at Camp Bullis in HQ Bldg

**Contact A76 Operations Center 221-
2276 or 221-2962 if you wish to
attend.**



Transition Milestone Timeline



25 & 26 Aug 04 Town Hall Meetings

FSH - 25 Aug Camp Bullis - 26

Aug

Aug - Sep 04

Conduct CGA specific training

Conduct MEO specific training

Complete other transition-related activities

**30 Sep 04
CGA**

**Implement the new MEO and
organizations**

1 Oct 04

First day of MEO performance-

-- Start of audit period

-- On-going workload and manning



QUESTION:



Why did a person who has less time in service and isn't a veteran, like I am, get the job that I believe is most like my old job? Was my RIF standing ignored?

ANSWER:

- No, RIF standing was not ignored**
- This could have occurred for a myriad of reasons**
 - RIF assigns individuals within the same competitive level to listed vacancies without regard to former position held**
 - Specific information is available at Brown Bag meetings and Personal Counseling (as**



QUESTION



Why didn't everyone get a RIF notice?

ANSWER:

- Some people not impacted.**
- Some already assigned to new job (e.g., Mr. Merrill)**
- Notices given to:**
 - Employees in PRD whose jobs are being abolished,**
 - Employees in CGA1 whose jobs are materially reconstituted,**



QUESTION



If you were offered the buy out once and declined it can you still elect to take the buy-out? If so, whom do we need to contact?

ANSWER:

- Probably too late.**
- Notify CPAC if you have changed your mind.**
- Only a few buyouts to go.**
- Only to avoid someone's separation.**



QUESTION



I am a temporary employee. When will the MEO vacancies be announced? Where shall I go to see them, CPOL? USAJOBS?

ANSWER:

Both the CPOL and USAJOBS list the MEO vacancies that have been announced. The vacancies are being processed by CPOC in batches over the next few weeks so



QUESTION



**I am on a DHP-funded position.
What happens when the MEO is
implemented? Is my position still
funded by DHP?**

ANSWER:

**With implementation of the MEO,
all the DHP funded positions go
away just as the whole garrison
TDA goes away. The new positions
in the new MEO organization are**



QUESTION



Will employees who have held temporary promotions for an extended period be allowed retained pay? If not, will there be any type of pay adjustment made?

ANSWER:

- Employees are only entitled to pay based on their permanent assignment.**
- Non-standard pay adjustments are sometimes permitted as a discretionary measure.**
- This issue has not been resolved and it is still being studied.**



QUESTION



My new position in the MEO is supervisory. Can the MEO employees still be represented by the Union? That is, if one of my employees think their PD is wrong, can they seek Union council?

ANSWER:

- Employees may still consult with the Union(s) just as before.**
- The implementation of the MEO and CGA does not change the standing of the Union(s) to represent non-supervisory**



QUESTION



If I refuse my RIF job offer and am separated will I be registered in the Priority Placement Program automatically? If not, can I register myself?

ANSWER:

-- If you decline you will be scheduled for separation and will be asked to meet with the GC.

-- If you decline a reassignment offer you will not be eligible for PPP registration.

-- If you decline a lower grade and are eligible for severance pay you will be registered automatically - for the San Antonio area.



QUESTION



Is shift work accounted for in the PDs?

ANSWER:

PDs reflect the PRD. If the PRD requires shift work, then the PDs will state it.



QUESTION



What changes can be made to the PDs and when can we start making changes?

ANSWER:

- In theory, PDs may be changed starting 1 Oct.**
- Realistically, needed changes will not be evident immediately.**
- Supervisor and Managers have to initiate PD changes.**
- MEO PDs may be changed consistent with mission, efficiency, affordability and special A76 competition considerations.**



QUESTION



With my RIF letter, I will be placed into a lower grade and I understand I will remain in a "save pay" status for 2 years. Under normal conditions I am/was due a step increase in July 2005. Will I get that step increase?

ANSWER:

-- YES

-- During the 2-year Grade Retention period step increases continue.



QUESTION



Now that I have received my RIF letter, am I automatically registered in the PPP? If not, what do I have to do to get registered?

ANSWER:

- Downgraded employees will be automatically registered in October.**
- Employees seeking placement at other DoD installations during RIF notice period may contact CPAC to make an appointment. (Only employees**



QUESTION



For the RIF letters that are mailed, with a Return Receipt Requested, when will the 5-day clock start for employee response (the day the receipt is signed, or the day employee returns to work and signs the office copy)?

ANSWER:

-- The 5-day period begins the date the receipt is signed.

-- The 5 day period may be extended based on extenuating circumstances.



QUESTION



I knew that I would be down graded; however, can you explain why I retreated all the way down to GS-0802-7? I thought that as a GS-11, I would retreat and have bumping right at the GS-09 but not fall all the ways through to a 0802-07 position. I thought I would compete with other -11, retreat to -09, how did I get past thought -09 when there are -09 positions?

ANSWER:

- Current grade is not a primary RIF factor.**
- “Retention Standing” is a primary factor.**
- e.g., Senior GS-09s offered GS-09 jobs before a Junior GS-11.**
- Could be a myriad of answers.**
- Specific information available at Brown Bag**



QUESTION



After receiving their RIF notice but before signing it, the person becomes ill or for other reasons goes on extended sick leave, how is the five-day acceptance affected?

ANSWER:

- The 5-day period may be extended.
- A presumption of acceptance will be made if necessary.
- I.e., the employee will not be



QUESTION



My RIF letter didn't indicate where my new job will be. No building number, no room number, no telephone number, no name of supervisor - how will I know where to go?

ANSWER:

- Such specifics will be communicated prior to 30 Sep**
- Probably thru supervisory channels**
- Please refrain from calling and**



QUESTION



I'll be reassigned on 30 Sep, but how will I know what to do on 1 Oct?

ANSWER:

- As needed, employees may receive orientation, cross training, formal training or even be detailed to their new assignment before the effective date.**
- When appropriate communication will be thru supervisory channels**



QUESTION



I was told some RIF letters may be changed, what would cause changes?

ANSWER:

- 90% to 95% final solution**
- new positions added to the MEO/CGA**
- employees declining offers (e.g., decide to retire)**
- employees with offers get selected for promotion to unused vacancies**



QUESTION



**My supervisor told me there may be a "swap" so that I can stay where I am.
What is a "swap".**

ANSWER:

- In some cases Garrison employees "bump" into BAMC, AMEDD, USAMITC or MEDCOM
- The "bumped" employees are offered Garrison MEO/CGA jobs
- If employees and their supervisors agree and all job offers are for the same grade "swaps" are possible



QUESTION



What is the Homeowner's Assistance Program (HAP)? Will the program apply if I get placed out of town?

ANSWER:

- HAP is not applicable for our RIF**
- HAP usually applies in a BRAC situation, which depresses values of homes in the commuting area**
- If placed out-of-town PCS expenses will be paid**



EMPLOYEE SERVICES



➤ **ACAP Offered Civilian Employee Resume Writing/Interviewing Workshops**

- ✓ One-day workshop scheduled for 30 Jun, 14 Jul, 23 Aug and 8 Sep 2004
- ✓ Call 221-1213 to register and reserve a seat

➤ **San Antonio Military Community Job Fair**

- ✓ 22 September 2004 from 0930-1500 at Live Oak Civic Center, 8101 Pat Booker Road
- ✓ 85-100 local, regional, national, and international employers are expected to participate
- ✓ Call 221-1213 for more details

➤ **ACAP Offered Pre-Job Fair Workshop**

- ✓ 2-Hour workshop scheduled for 10 Sep 2004
- ✓ Call 221-1213 for reservations



EMPLOYEE SERVICES

COMMENTS & QUESTIONS



- **WRITTEN -**
Send to A76 Operations Center, Bldg 2272, Stop 76
- **PHONE -**
CALL A76 HOT LINE **(221-2439)**
- **OUTLOOK/EMAIL -**
 - Berban, Jeana A. (jeana.berban@samhouston.army.mil)
 - Howell, John M. (johnm.howell@samhouston.army.mil)
- **WEB LINK -** <http://www.samhouston.army.mil/a76>

ALL QUESTIONS RECEIVED WILL BE STAFFED WITH THE APPROPRIATE ORGANIZATION AND THE QUESTION AND ANSWER WILL BE POSTED ON THE A76 WEBSITE.



Question and Answer Session



Do you have any other questions?

